

***These Meeting Minutes are not official until approved by  
the Parks, Recreation and Community Services Commission.***

REGULAR MEETING OF THE  
CULVER CITY PARKS, RECREATION  
AND COMMUNITY SERVICES COMMISSION  
CULVER CITY, CALIFORNIA

February 5, 2019  
7:00 P.M.

**Call to Order & Roll Call**

Chair Zeidman called the regular meeting of the Parks,  
Recreation and Community Services Commission to order at 7:01  
P.M. in the Mike Balkman Chambers at City Hall.

Present:           Chair Scott Zeidman  
                      Vice Chair Palvi Mohammed  
                      Commissioner Paula Amezola  
                      Commissioner Kay Heineman  
                      Commissioner William Rickards

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**Pledge of Allegiance**

Gavin McKiernan led the Pledge of Allegiance.

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**Public Comment - Items Not on the Agenda**

Chair Zeidman invited public comment.

No cards were received and no speakers came forward.

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**Presentations**

Item P-1

**Presentation Regarding the 2019 Screenland 5K**

Gavin McKiernan, Mercury Events, displayed a video from  
the 2018 Screenland 5K event; discussed the 80<sup>th</sup>

anniversary of the release of the Wizard of Oz; the Munchkin Dash; plans for the 2019 event; discounts for youth participation; training at Culver City High School; he displayed the course map; he reported that the event supports the Culver City Education Foundation; noted open spaces for vendors, sponsors, volunteers, entertainers and runners; discussed street closures; notification; and he indicated that additional information is available at sceenland5k.com.

Commissioners expressed appreciation for the presentation and for the volunteer opportunities available.

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#### **Consent Calendar**

Item C-1

#### **PRCSC - Approval of Minutes for the Special Parks, Recreation and Community Services Commission Meeting of January 8, 2019**

MOVED BY COMMISSIONER HEINEMAN, SECONDED BY COMMISSIONER RICKARDS AND UNANIMOUSLY CARRIED THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION APPROVE MINUTES FOR THE SPECIAL MEETING OF JANUARY 8, 2019.

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#### **Order of the Agenda**

Item A-4 was considered after Item A-1.

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#### **Action Items**

Item A-1

#### **PRCSC - Receive and File the Report Regarding the Culver City Parks and Playgrounds Program from the Recreation Division of the Parks, Recreation and Community Services Department**

Corey Lakin, Parks, Recreation and Community Services Director, provided a summary of the material of record.

Chair Zeidman reported receiving requests for organized sports; he proposed instituting some type of organized sports to see if there is a demand among the youth; and determining whether there is an underserved group who cannot afford or cannot engage in the long-term commitment required by AYSO and Little League and would rather play in a park league.

MOVED BY COMMISSIONER HEINEMAN, SECONDED BY VICE CHAIR MOHAMMED AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION RECEIVE AND FILE THE REPORT REGARDING THE PARKS AND PLAYGROUND PROGRAM.

Chair Zeidman asked that Item A-4 be moved forward on the agenda.

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Item A-4  
(Out of Sequence)

**[Any or All of the Following Actions, if Desired] (1) Receive and File Updates from the Members of the Parks, Recreation and Community Services Commission Ad Hoc Subcommittees and Representative Appointees to Outside Associations and City Committees; (2) Formation of New and/or Dissolution of Existing Ad Hoc Subcommittee(s); and, (3) Appointment of Two Commissioners to Newly-Formed Ad Hoc Subcommittee(s)**

Commissioner Rickards introduced Reverend Carolyn Wilkins who was present to discuss outcomes of the last Community Conversation: "The Power of Community – What We Can Do to Stop Bullying."

Reverend Carolyn Wilkins, Culver City Interfaith Alliance, thanked staff and the Commission for their support of the program; discussed the Community Conversation held on November 13; attendees; meeting format; the presentation by experts, service providers and an Assistant Principal from the Culver City Unified School District (CCUSD); the roundtable conversation on bullying with small break-out

groups; table leaders who shared highlights of the conversations; rules already in place; the overview of what constitutes bullying; consequences; students shared experiences of bullying and discussed overcoming challenges; the decision by the high school students to go back to the middle school to discuss challenges; awareness of programs to help with stress; training available; curiosity; bullying due to religion; the number of participants who had been bullied; key outcomes; results of the pre and post dialogue survey; and interest expressed regarding holding additional, similar events.

Commissioners voiced appreciation to Reverend Wilkins for her work on the event and for the summary; discussed the number of attendees; outreach; and CCUSD procedures regarding bullying.

Vice Chair Mohammed reported examining the municipal codes for six different cities; distributing his proposed changes to the Culver City code to Commissioner Rickards and Corey Lakin; the need for input from the City Attorney; and he indicated that additional information would be available for the next meeting.

Commissioner Heineman reported that Armando Abrego had provided a report to the new Senior Center Board on differences and similarities between the City and the Association; she discussed the Memorandum of Understanding (MOU) between the City and the Association; and big changes coming up at the Senior Center.

MOVED BY COMMISSIONER HEINEMAN, SECONDED BY VICE CHAIR MOHAMMED AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE THE UPDATES.

Discussion ensued between staff and Commissioners regarding dissolving the Community Conversation Topic #9 ad hoc subcommittee.

MOVED BY COMMISSIONER RICKARDS, SECONDED BY VICE CHAIR MOHAMMED AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: AUTHORIZE DISSOLUTION THE COMMUNITY CONVERSATION AD HOC SUBCOMMITTEE

FOR TOPIC #9: "THE POWER OF COMMUNITY – WHAT WE CAN DO TO STOP BULLYING".

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Item A-2

**PRCSC - Discussion Regarding Options for a Proposed Replacement and/or New Scrolling Marquee at Veterans Memorial Building**

Corey Lakin, Parks, Recreation and Community Services Director, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding pillar height; dedicated power; sightlines; the City logo; reflection and glare; the film strip; adding the name on the side of the building; support for the design and location; the process; reasons for differences in price; the current appearance of Veterans Memorial Building and the need to update it; the importance of community input; a suggestion to choose the location and type of sign; pillar vs. building location; the need to work on the building; the Capital Improvement Budget; money earmarked for the sign; left-over funding; integrating improving the building with the sign project; Recreation Facilities funds; having a screen by the entrance to alert the public to events; the timeline for receiving bids; landscaping and lighting; the budget request; management of the facilities by the Public Works Department; cost estimates for deferred maintenance for all City facilities; prioritization; aesthetic repairs vs. infrastructure; and resources.

Vice Chair Mohammed proposed a motion to authorize staff to proceed with getting proposals that include the mounted screen in the existing space and a screen mounted over the entrance of the Veterans Memorial Building.

Additional discussion ensued between staff and Commissioners regarding clarification on proposed locations; signage sizes; separate proposals for each location; a suggestion for an interior screen with information; coordination of the signage with the ActiveNet System; and staff suggested handling the interior screen separately.

MOVED BY VICE CHAIR MOHAMMED, SECONDED BY CHAIR ZEIDMAN AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION AUTHORIZE STAFF TO PROCEED WITH GETTING PROPOSALS FOR A MOUNTED SCREEN IN THE EXISTING SPACE FOR A SCROLLING MARQUEE ON THE VETERANS MEMORIAL BUILDING AND TO ALSO GET PROPOSALS FOR A SCROLLING MARQUEE MOUNTED OVER THE MAIN ENTRANCE OF VETERANS MEMORIAL BUILDING.

Further discussion ensued between staff and Commissioners regarding additional outreach and communication; concern with holding up the process; the best method to receive public input; clarification that the March Commission meeting would not be held in Council Chambers; concern with dragging out the process too long; including images in the staff reports; difficulty of receiving complete proposals; final estimates; whether it is acceptable to provide the images for past staff reports after the fact; and a suggestion to post designs on the City website for public comment.

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Item A-3

**PRCSC - Discussion the Parks, Recreation and Community Services (PRCS) Commission's Recommendations for the Fiscal Year 2019-2020 PRCS Department Budget; and (2) Select One or Two Commission Members to Draft the Correspondence to the City Council**

Corey Lakin, Parks, Recreation and Community Services Director, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding consultant funding to begin community outreach; community input into designs; seeking input from children rather than from adults; ADA accessibility; hiring a landscape architect; creating a 7-10 year Capital Improvement Plan; hiring a project manager; prioritizing infrastructure to be addressed; being proactive rather than reactive; money earmarked for improvements that do not get made; inadequate staffing; having an equipment replacement fund; well-utilized, underfunded facilities; equipment replacement and supplies; the line item for

departmental special equipment; unused lights at Lindberg Park; cost to hire a Playground Consultant; meetings dedicated to the Turf Consultant report; the need to put a dollar figure on each request; the deadline for requests; Vice Chair Mohammed and Commissioner Amezola agreed to draft a letter; and Commissioners expressed support for the staff recommendations and for building a long range plan for the parks.

MOVED BY COMMISSIONER AMEZOLA, SECONDED BY COMMISSIONER RICKARDS AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION DESIGNATE VICE CHAIR MOHAMMED AND COMMISSIONER AMEZOLA TO DRAFT CORRESPONDENCE TO THE CITY COUNCIL OUTLINING THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION'S RECOMMENDATIONS FOR THE FISCAL YEAR 2019-2020 PRCS DEPARTMENT BUDGET AND THE COMMISSION DESIGNATED ITEMS (B), (C), (D), (E) AND (G), AS LISTED ON PAGE TWO OF THE STAFF REPORT, AS THE BUDGET RECOMMENDATIONS WITH A SPECIAL PARAGRAPH CRAFTED FOR ITEM (F) WHICH CONCERNS THE TURF CONSULTANT'S FINDINGS.

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Item A-5

**PRCSC - [Standing Item] Receive and File the Parks, Recreation and Community Services Commission Upcoming Agenda Items List**

Commissioner Amezola congratulated the Martin Luther King Jr. Celebration Committee on the 2019 event and encouraged staff to post the video as soon as possible.

Commissioner Heineman noted confusion with the start time for one of the events.

MOVED BY VICE CHAIR MOHAMMED, SECONDED BY COMMISSIONER RICKARDS AND UNANIMOUSLY CARRIED, THAT THE PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION: RECEIVE AND FILE THE UPCOMING AGENDA ITEMS LIST.

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**Public Comment - Items Not on the Agenda**

Chair Zeidman invited public comment.

No cards were received and no speakers came forward.

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### **Receipt and Filing of Correspondence**

Patricia Mooney, Senior Management Analyst, reported that no correspondence had been received.

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### **Items from Staff**

Corey Lakin, Parks, Recreation and Community Services Director, discussed the timeline for the Tellefson Park Playground Improvement Project noting that the money would be carried over to the next fiscal year; reported that Blair Hills was moving forward; discussed special City Council meetings and the need to move the March Commission meeting to the Patacchia Room; the Martin Luther King Jr. event; the Park to Playa Ribbon Cutting Ceremony; and he announced the Hazardous Waste Round Up at the Wende Museum parking lot on February 23, the Screenland 5K on February 2, the PRCS booth at CycLAvia on March 3, and winter training for employees at Veterans Auditorium on February 21.

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### **Items from Commissioners**

Commissioner Amezola suggested scheduling Martin Luther King Jr. Celebration events the weekend before or after the holiday so as not to conflict with similar events going on in other places.

Chair Zeidman announced Casino Night on March 2 and invited everyone to support Culver City High School Boosters.

Discussion ensued between staff and Commissioners regarding attendance numbers for the Martin Luther King Jr. Celebration spread out over three days; location; conflicts with other events going on at the same time; quality of the interaction;



accelerating the process for the Tellefson Park Playground Improvement Project; and bids for the Skate Park office.

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**Adjournment**

There being no further business, at 9:33 P.M., the Parks, Recreation and Community Services Commission adjourned to a meeting to be held on Tuesday, March 5, 2019 at 7:00 P.M.

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Patricia A. Mooney  
SECRETARY of the Parks, Recreation and  
Community Services Commission

APPROVED \_\_\_\_\_

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Scott Zeidman  
CHAIR of the PARKS, RECREATION AND COMMUNITY SERVICES  
COMMISSION  
Culver City, California

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, Culver City, California and constitute the Official Minutes of said meeting.

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Jeremy Green  
CITY CLERK

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Date